




COUNTY OF LOS ANGELES

FIRE DEPARTMENT

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TO: EACH SUPERVISOR

FROM: P. MICHAEL FREEMAN 

PRIVACY AND ACCESS PLAN UPDATE

In an effort to address compliance with Title VIII of the California Occupational Safety and Health Regulations, in April 2005, the Fire District formed the Privacy and Access (P&A) Task Force to identify and prioritize privacy and access facility improvements throughout the District. A capital project and associated budget was approved on March 11, 2008. The scope identified in 2005 has been refined and expanded to accommodate practical considerations of using the facilities twenty-four hours a day.

This memorandum is to provide your Board with an update on the Department's progress on the P&A Plan and to re-emphasize the Department's continued commitment in completing Privacy and Access facility improvements based on a five-year plan. These improvements will ensure separate and equal access to restrooms, showers, and changing areas as required by California Administrative, Federal and Labor Codes.

The Department operates in 212 facilities, of which 115 have been identified as non-compliant with P&A requirements. All non-compliant facilities have been assessed and prioritized based on operational and practical criteria such as current dual-gender fire stations and number of personnel assigned.

The plan must address several challenges such as aged building stock, insufficient square footage to accommodate expansion for additional restrooms, showers, and changing areas, building ownership issues in contract cities, housing of personnel during construction, and compliance with modern building codes.

In order to coordinate, prioritize, complete, and properly budget for the program, an executive team has been engaged which developed a P&A Panel. Written direction and support has been delivered to Department personnel and institutionalized in the Department manuals.

SERVING THE UNINCORPORATED AREAS OF LOS ANGELES COUNTY AND THE CITIES OF:

AGOURA HILLS	CALABASAS	DIAMOND BAR	HIDDEN HILLS	LA MIRADA	MALIBU	POMONA	SIGNAL HILL
ARTESIA	CARSON	DUARTE	HUNTINGTON PARK	LA PUENTE	MAYWOOD	RANCHO PALOS VERDES	SOUTH EL MONTE
AZUSA	CERRITOS	EL MONTE	INDUSTRY	LAKEWOOD	NORWALK	ROLLING HILLS	SOUTH GATE
BALDWIN PARK	CLAREMONT	GARDENA	INGLEWOOD	LANCASTER	PALMDALE	ROLLING HILLS ESTATES	TEMPLE CITY
BELL	COMMERCE	GLENDALE	IRVINDALE	LAWDALE	PALOS VERDES ESTATES	ROSEMEAD	WALNUT
BELL GARDENS	COVINA	HAWAIIAN GARDENS	LA CANADA FLINTRIDGE	LOMITA	PARAMOUNT	SAN DIMAS	WEST HOLLYWOOD
BELLFLOWER	CUDAHY	HAWTHORNE	LA HABRA	LYNWOOD	PICO RIVERA	SANTA CLARITA	WESTLAKE VILLAGE
BRADBURY							WHITTIER

The Department has been working diligently on the plan and has accomplished the following:

- Survey of every administrative site by the P&A Task Force
- All non-compliant facilities have been prioritized for refurbishment
- Five fire stations and the Lifeguard facilities at Venice and Manhattan Beach have been refurbished and are now compliant
- Construction plans and engineering is underway at 16 additional fire stations

Some of the facility improvements will be capital projects requiring further Board action. Several of the projects involve facilities not owned, but utilized by the Department. These non-District facilities will require negotiations between the Fire Chief and city officials to facilitate.

We are advised that the scope of the Plan meets the spirit and intent of applicable codes and laws and is estimated to require between \$25 or \$30 million to complete. To date, \$3.6 million has been expended and sufficient funds are available for Fiscal Year 2010-11 to complete 21 sites and initiate 3 capital projects by June 30, 2011. Funds for future years will be identified and provided to ensure the plan is completed by December 2016.

While construction continues as scheduled on P&A Plan projects, we are preparing an Expanded Assessment of all gender-related issues within the Fire Department. This assessment will identify what training, policy and procedure and facility improvements should be contemplated over and above what is required by law. We plan to submit this to your Board within thirty (30) days.

In conclusion, the Department has refined our internal policy and is aggressively pursuing the completion of the P&A Plan. Executive support and engagement will continue on an ongoing basis to oversee the timely success of this important endeavor to provide our employees privacy and equal access within all Department facilities. As we progress with this Plan, we will periodically provide updates to your Board.

If you have any questions or need additional information, please contact me at (323) 881-6180.

PMF:mg

c: Chief Executive Office
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